



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

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June 22, 2004

In Reply Refer To:
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EMS TRANSMISSION: 6/22/04
Instruction Memorandum No. **CA-2004-045**
Expires: 09/30/05

To: District Manager, CDD and All Field Office Managers
(*Attention - District/Regional and Field Office FMO's*)

From: State Director

Subject: 2004 California Fire Preparedness Review Field Office Recommendation Responses
DD: 7/15/04

First of all, I would like to thank all the managers and the fire staff for your participation and professionalism in this year's fire preparedness review. I appreciate the time and effort devoted to a successful review.

As a result of the review, each Field Office received a letter at the close out with a list of recommendations that need to be addressed. The Field Office Fire Management Officers (FMO) need to develop a plan to correct each findings and recommendations detailed in the letter. A detailed report of the steps taken to address the recommendation and the completion date, should be sent to the Regional FMO for consolidation and forwarding to the State FMO. Corrections related to Self Contained Breathing Apparatus (SCBA) will be submitted through the Regional FMO to Gary Cardoza, State SCBA Coordinator. The due date for the regional response is **July 15, 2004**.

Please identify corrective actions to recommendations that will take longer to achieve than July 15, 2004. For those corrective actions, specify what action is being proposed and the anticipated date of completion. When responding to the Delegation of Authority recommendations, e-mail a copy of the new Delegation of Authority to the Regional FMO for submission to the State FMO.

During the out briefing at each Field Office, a binder was provided to the Field Manager and FMO with all the preparedness review checklists utilized during the review. On these checklists, areas that were shown as needing improvement were marked with an "NI". These items should be addressed at the Field Office FMO level with the fire staff, and documented actions retained by the FMO.

A final report from the Director of Fire and Aviation, with recommendations that will need to be addressed on a statewide basis, is expected no later than mid-July. Responding to these recommendations may require additional assistance from Field Managers and FMOs.

If you have any questions, please contact Doug Waggoner, Branch of Fire and Aviation, 916-978-4437.

Signed by:
James Wesley Abbott
Associate State Director

Authenticated by:
Richard A. Erickson
Records Management